



Los Angeles County
Department of Regional Planning

Planning for the Challenges Ahead



Richard J. Bruckner
Director

December 16, 2014

Lauren Adams
Letter Four
8513 Washington Blvd.
Culver City, CA 90232

**REGARDING: PROJECT NO. R2014-00543-(5)
CONDITIONAL USE PERMIT NO. 201400083
1673 NEW YORK DR. & 1917 SINALOA AVE., ALTADENA APN #5847-028-026
& 5847-028-024**

Hearing Officer Alex Garcia, by his action of **December 16, 2014**, has **APPROVED** the above-referenced project. Enclosed are the Hearing Officer's Findings and Conditions of Approval. Please carefully review each condition. This approval is not effective until the appeal period has ended and the required documents and applicable fees are submitted to the Regional Planning Department (see enclosed Affidavit of Acceptance Instructions).

The applicant or any other interested persons may appeal the Hearing Officer's decision. The appeal period for this project will end at 5:00 p.m. on **December 30, 2014. Appeals must be delivered in person.**

Appeals:

To file an appeal, please contact:
Regional Planning Commission, Attn: Commission Secretary
Room 1350, Hall of Records
320 West Temple Street, Los Angeles, CA 90012
(213) 974-6409

Upon completion of the appeal period, the notarized Affidavit of Acceptance and any applicable fees must be submitted to the planner assigned to your case. In addition, any applicable CEQA fees for the Department of Fish and Wildlife shall be paid, and a Notice of Determination, if applicable, must be filed with the County Clerk according to the instructions on the following page. Please make an appointment to ensure that processing will be completed in a timely manner. Failure to submit these documents and applicable fees within 60 days will result in a referral to Zoning Enforcement for further action.

For questions or for additional information, please contact Steve Mar of the Zoning Permits East Section at (213) 974-6435, or by email at smar@planning.lacounty.gov. Our office hours are Monday through Thursday, 7:30 a.m. to 5:30 p.m. We are closed on Fridays.

Sincerely,
DEPARTMENT OF REGIONAL PLANNING
Richard J. Bruckner


Maria Masis, Supervising Regional Planner
Zoning Permits East Section

Enclosures: Findings, Conditions of Approval, Affidavit of Acceptance (Permittee's Completion)
c: DPW (Building and Safety); Zoning Enforcement

MM:SM

**FINDINGS OF THE HEARING OFFICER
AND ORDER
COUNTY OF LOS ANGELES
PROJECT NO. R2014-00543-(5)
CONDITIONAL USE PERMIT NO. 201400083**

1. The Los Angeles County ("County") Hearing Officer conducted a duly-noticed public hearing in the matter of Conditional Use Permit No. 201400083 ("CUP") on November 4, 2014.
2. The permittee, Lauren Adams ("permittee"), requests the CUP to authorize the modification of the standards of the Altadena Community Standards District for the encroachment upon the minimum required side and rear yard setbacks of an existing single-family residence with a detached second unit (encroachments made by the main residence, the second unit, a patio attached to the second unit, and a rear garden shed), to legalize unpermitted additions to the main residence in association with new interior remodeling improvements, and to legalize the existing second unit with a kitchen ("Project") on a property located at 1673 New York Dr. (main residence) and 1917 Sinaloa Ave. (second unit) in the unincorporated community of Altadena ("Project Site") located in the R-1-7500 (Single-family Residence – 7,500 sq. ft. Min. Req. Area) zone pursuant to Los Angeles County Code ("County Code") Sections 22.20.100 and 22.44.127.

The main house is located at 1673 New York Drive and was built in 1946, per County Assessor's records. In the 1960s, a screen patio and a covered porch/patio were legally built with permits on the east and west sides of the main house. By the late 1970s, these spaces were enclosed and converted to habitable living space without permits. The CUP would allow these unpermitted additions in association with new interior remodeling improvements.

The second unit, located at 1917 Sinaloa Ave., was legally built as a guest house with no kitchen facilities in 1948, per County Assessor's records. Building permits were issued for the remodeling of the guest house and a kitchen was recently installed without prior Planning approval. A new rear patio for the second unit was also built without prior Planning approval. The CUP would legalize the structure from a guest house to a second unit and approve the new patio with encroachments into the required rear and side yard setbacks.

An existing garden shed was recently built as a permanent structure to the rear of the second unit without prior Planning approval. The CUP would allow the shed to encroach into the required rear yard setback.

The project is also concurrently applying for an administrative Oak Tree Permit (No. 201400014) to allow the encroachment of one oak tree on the eastern side of the property in association with the new main house remodeling improvements. A Certificate of Compliance to tie the project's two separate lots together was approved on August 27, 2014.

3. The Project Site is 0.23 acres in size and consists of two legal lots. The Project Site is L-shaped with flat topography and is developed with a single-family residence and a rear detached second unit.
4. The Project Site is located in the Altadena Zoned District and is currently zoned R-1-7500 (Single-family Residence – 7,500 sq. ft. Min. Req. Area).

5. The Project Site is located within the LD – Low Density Residential (1 to 6 du/ac) land use category of the Altadena Community Plan Land Use Policy Map.

6. Surrounding Zoning within a 500-foot radius includes:

North: R-1-7500 (Single-family Residence – 7,500 sq. ft. Min. Req. Area)
South: R-1-7500 (Single-family Residence – 7,500 sq. ft. Min. Req. Area), R-2 (Two-family Residence)
East: R-1-7500 (Single-family Residence – 7,500 sq. ft. Min. Req. Area)
West: R-1-7500 (Single-family Residence – 7,500 sq. ft. Min. Req. Area)

7. Surrounding land uses within a 500-foot radius include:

North: Single-family Residences
South: Single-family Residences, Multi-family Residences
East: Single-family Residences
West: Single-family Residences

8. The Project Site was zoned in 1950 to R1-7500. According to County Assessor's records, the main single-family residence was built in 1946 and the second unit was built as a guest house without kitchen facilities in 1948. A pending administrative Oak Tree Permit (OAK No. 201400014) is being processed concurrently with the CUP to allow the encroachment upon one oak tree in association with over-excavation and trenching to install a concrete pad under existing footings for the existing unpermitted house additions. A Certificate of Compliance (COC No. 201400014) was approved on August 27, 2014, to tie the two lots together as one.
9. The project site consists of two lots (APN #'s 5847-028-026 & 5847-028-024) with a combined area of 0.23 acres. A Certificate of Compliance has been approved to tie the two lots together. The dimensions of the new combined lot will affect the current minimum required yard setbacks on the project site.

The proposed site plan depicts the two combined lots as an L-shaped lot located on the northwest corner of New York Drive and Sinaloa Avenue. The main residence, with a proposed 1,821 sq. ft., faces south along New York Drive and the detached 576 sq. ft. second unit with attached rear patio faces east along Sinaloa Ave. The project site is accessed by a driveway off of Sinaloa Ave. A two car garage is attached to the south side of the second unit at the end of the driveway. The existing garden shed is located behind the second unit. The eastern side of the main residence will encroach upon one oak tree as a result of legalizing the unpermitted addition. A separate administrative Oak Tree Permit is concurrently being processed with the CUP application to allow this encroachment.

10. The Project Site is accessible via New York Dr. to the south and Sinaloa Ave. to the east. Primary access to the Project Site will be via a driveway off of Sinaloa Ave.
11. The project is required to provide two parking spaces for the main residence and one parking space for the second unit based on the number of bedrooms. The project provides one covered garage parking space for the second unit, one covered garage parking space for the main residence, and one uncovered parking space for the main residence in tandem with the main residence's covered garage parking space and fulfills the site's required parking. The project is allowed to provide one uncovered tandem parking for the main residence.

12. The County of Los Angeles Fire Department reviewed the applicant's project description and site plan and concluded that no formal review was required from their Department.

The County of Los Angeles Department of Public Works reviewed the project and recommended approval with conditions.

13. Prior to the Hearing Officer's public hearing on the Project, Regional Planning staff determined that the Project qualified for a Class 1, Existing Facilities, categorical exemption from the California Environmental Quality Act (Public Resources Code section 21000, et seq.) ("CEQA"), the State CEQA Guidelines, and the Environmental Document Reporting Procedures and Guidelines for the County, because the Project involves legalizing existing structures and additions and involves negligible expansion of use from the site's current condition.

14. Pursuant to the provisions of sections 22.60.174 and 22.60.175 of the Zoning Code, the community was appropriately notified of the Project's public hearings by mail, newspaper, and property posting.

15. Staff has received one email letter in opposition to the project and four letters supporting the project. The opposition letter was written from a neighbor who lives behind the subject property and objects to the guest house being converted into a second unit out of concern that the second unit will become a rental property. The neighbor was also concerned about the guest house's existing location near the property line.

The Altadena Town Council reviewed the project at its November 18, 2014 meeting and recommended approval of the application.

16. A duly noticed public hearing was held before the Hearing Officer. Hearing Officer Alex Garcia was in attendance for the public hearing. The applicant's representative, Lauren Adams, and a representative of the Altadena Town Council, Harold Bissner, testified in favor of the project. There being no further testimony, the Hearing Officer closed the public hearing, indicating his intent to approve project R2014-00543 with conditions.

17. The Hearing Officer finds that the project site is located within the LD – Low Density Residential land use category of the Altadena Community Plan. This designation is intended for common single-family residential tract development. The existing single-family residence and second unit is consistent with the permitted uses of the underlying land use category.

The following policies of the General Plan are applicable to the proposed project:

- *Protect the character of residential neighborhoods by preventing the intrusion of incompatible uses that would cause environmental degradation such as excessive noise, noxious fumes, glare, shadowing, and traffic.*

The project protects the character of the existing residential neighborhood and does not propose an incompatible use to the neighborhood.

The following policies of the Altadena Community Plan are applicable to the proposed project:

- *Preserve and maintain existing residential units which are structurally sound.*

- *Rehabilitate and renovate structurally sound residential units which exhibit non-structural deterioration.*

The project preserves the existing residential units on the site and proposes remodeling improvements to the main house and second unit.

18. The Hearing Officer finds that pursuant to Section 22.20.105 of the County Code, establishments in the R-1 Zone are subject to the following development standards:

- Development Standards for Single-family Residences: Single-family residences within the R-1 Zone must adhere to development standards on roofing materials, exterior siding materials, and minimum size standards. The project adheres to these development standards.
- The subject property shall adhere to the standards of the Altadena Community Standards District and the Second Unit Ordinance for height limits, yard setbacks, and parking (see below).

Pursuant to Section 22.44.127 of the County Code, establishments in the Altadena Community Standards District (CSD) are subject to the following development standards:

- Minimum yard setbacks: The project must provide a minimum front yard setback of 40 ft. as determined by the average depth of all residentially-zoned front yards on the same side of the street, on the same block. The project has a front yard setback of 50'-1" and fulfills this requirement.

Based on the project site's lot size, the project is required to maintain a rear yard setback of 25 ft. The project's second unit, the second unit's attached patio, and rear garden shed encroach upon the minimum required rear yard setback of the site and provide rear yard setbacks of 3'-2", 3'-7", and 2' respectively. The CUP is requesting to approve these rear yard encroachments.

The project site is required to maintain minimum side yard setbacks of 6'-3" based on the new combined lot's average width. The side yard setback along the western face of the main residence will encroach upon the required side yard setback by providing a setback of 4'-8". The second unit and the second unit's attached rear patio will encroach upon the required side yard setback by providing setbacks of 2'-10" and 2'-9" respectively. The CUP is requesting to approve these side yard encroachments.

- Height requirements: The project's height is below the maximum 30 ft. allowed height.
- Parking: The project is required to provide two parking spaces for the main residence and one parking space for the second unit based on the number of bedrooms. The project provides one covered garage parking space for the second unit, one covered garage parking space for the main residence, and one uncovered parking space for the main residence in tandem with the main residence's covered garage parking space and fulfills the site's required parking. The project is allowed to provide one uncovered tandem parking for the main residence.
- Max floor area and lot coverage: The project is allowed a maximum floor area and lot coverage area of 3,396 sq. ft. The project's floor area and lot coverage are below this amount and fulfills this requirement.

Pursuant to Section 22.52.1750 of the County Code, second units are subject to the following development standards:

- Single-family residence standards: The project's second unit conforms to the construction material requirements as prescribed for single-family residences and complies with this requirement.
- Street access: The second unit provides vehicular access via a driveway off of Sinaloa Avenue that provides the required right-of-way width and fulfills this requirement.
- Parking: The project complies with the parking requirements for the main residence and second unit.
- Floor area: The minimum floor area for the second unit shall be 220 sq. ft. and, based on the project site's area of 10,019 sq. ft., the maximum floor area shall be 1,200 sq. ft. The proposed second unit is 576 sq. ft. and fulfills this requirement.
- Height: The proposed height of the second unit falls under the 17 ft. maximum height and fulfills this requirement.
- Minimum lot size and maximum lot coverage: The project conforms to the minimum lot size and maximum lot coverage amounts as prescribed in this section

19. The Hearing Officer finds that the residential use on the subject property is compatible with the surrounding neighborhood and the requested setbacks, proposed second unit, and proposed interior improvements will not have a negative impact to the project site's neighbors. Single-family residences with second units and modifications to the development standards within the Altadena CSD are permitted in the R-1 Zone with a Conditional Use Permit. The project will not expand the existing square footage of the main house or the second unit and the project is consistent with the scale of surrounding development.
20. The Hearing Officer finds that the existing second unit has been present in its current square footage, height, and setbacks since 1948. Remodeling of the structure has improved its exterior appearance and adds to the neighborhood appeal. The main house currently has two areas that were constructed as exterior spaces (a porch and a covered patio) and were enclosed without permits in the late 1970s based upon assessor's records. The project is proposing to legalize these areas.
21. The Hearing Officer finds that the scale, size, and character of the main house and the second unit are typical for the neighborhood and in keeping with the fabric of the community. While technically these are two separate units on a single residential lot, each house has its own address, rear yard, and fronts on separate streets, making it difficult to discern that these are indeed two houses on a lot. The site is well landscaped in keeping with the nature of the neighborhood.
22. The Hearing Officer finds that the project will not create additional traffic and is currently adequately served with required utilities.
23. The Hearing Officer finds that pursuant to sections 22.60.174 and 22.60.175 of the County Code, the community was properly notified of the public hearing by mail, newspaper, and property posting. Additionally, the Project was noticed and case materials were available on Regional Planning's website and at libraries located in the vicinity of the Altadena

community. On September 29, 2014, a total of 340 Notices of Public Hearing were mailed to all property owners as identified on the County Assessor's record within a 1,000-foot radius from the Project Site, as well as three notices to those on the courtesy mailing list for the Altadena Zoned District and to any additional interested parties.

24. The location of the documents and other materials constituting the record of proceedings upon which the Hearing Officer's decision is based in this matter is at the Los Angeles County Department of Regional Planning, 13th Floor, Hall of Records, 320 West Temple Street, Los Angeles, California 90012. The custodian of such documents and materials shall be the Section Head of the Zoning Permits East Section, Department of Regional Planning.

BASED ON THE FOREGOING, THE HEARING OFFICER CONCLUDES THAT:

- A. The proposed use with the attached conditions will be consistent with the adopted General Plan.
- B. The proposed use at the site will not adversely affect the health, peace, comfort or welfare of persons residing or working in the surrounding area, will not be materially detrimental to the use, enjoyment or valuation of property of other persons located in the vicinity of the site, and will not jeopardize, endanger or otherwise constitute a menace to the public health, safety or general welfare.
- C. The proposed site is adequate in size and shape to accommodate the yards, walls, fences, parking and loading facilities, landscaping and other development features prescribed in this Title 22, or as is otherwise required in order to integrate said use with the uses in the surrounding area.
- D. The proposed site is adequately served by highways or streets of sufficient width and improved as necessary to carry the kind and quantity of traffic such use would generate, and by other public or private service facilities as are required.

THEREFORE, THE HEARING OFFICER:

- 1. Finds that the Project is exempt from the California Environmental Quality Act pursuant to section 15301 of the State CEQA Guidelines (Class 1, Existing Facilities categorical exemption); and
- 2. Approves Conditional Use Permit No. 201400083, subject to the attached conditions.

**CONDITIONS OF APPROVAL
COUNTY OF LOS ANGELES
PROJECT NO. R2014-00543-(5)
CONDITIONAL USE PERMIT NO. 201400083**

PROJECT DESCRIPTION

The project is a Conditional Use Permit (CUP) to modify the standards of the Altadena Community Standards District and to legalize an existing second unit at an existing single-family residence subject to the following conditions of approval:

GENERAL CONDITIONS

1. Unless otherwise apparent from the context, the term "permittee" shall include the applicant, owner of the property, and any other person, corporation, or other entity making use of this grant.
2. This grant shall not be effective for any purpose until the permittee, and the owner of the subject property if other than the permittee, have filed at the office of the Los Angeles County ("County") Department of Regional Planning ("Regional Planning") their affidavit stating that they are aware of and agree to accept all of the conditions of this grant, and that the conditions of the grant have been recorded as required by Condition No. 7, and until all required monies have been paid pursuant to Condition No. 10. Notwithstanding the foregoing, this Condition No. 2 and Condition Nos. 4, 5, and 9 shall be effective immediately upon the date of final approval of this grant by the County.
3. Unless otherwise apparent from the context, the term "date of final approval" shall mean the date the County's action becomes effective pursuant to Section 22.60.260 of the County Code.
4. The permittee shall defend, indemnify, and hold harmless the County, its agents, officers, and employees from any claim, action, or proceeding against the County or its agents, officers, or employees to attack, set aside, void, or annul this permit approval, which action is brought within the applicable time period of Government Code Section 65009 or any other applicable limitations period. The County shall promptly notify the permittee of any claim, action, or proceeding and the County shall reasonably cooperate in the defense. If the County fails to promptly notify the permittee of any claim, action, or proceeding, or if the County fails to cooperate reasonably in the defense, the permittee shall not thereafter be responsible to defend, indemnify, or hold harmless the County.
5. In the event that any claim, action, or proceeding as described above is filed against the County, the permittee shall within ten days of the filing make an initial deposit with Regional Planning in the amount of up to \$5,000.00, from which actual costs and expenses shall be billed and deducted for the purpose of defraying the costs or expenses involved in Regional Planning's cooperation in the defense, including but not limited to, depositions, testimony, and other assistance provided to permittee or permittee's counsel.

If during the litigation process, actual costs or expenses incurred reach 80 percent of the amount on deposit, the permittee shall deposit additional funds sufficient to bring the balance up to the amount of \$5,000.00. There is no limit to the number of supplemental deposits that may be required prior to completion of the litigation.

At the sole discretion of the permittee, the amount of an initial or any supplemental deposit may exceed the minimum amounts defined herein. Additionally, the cost for collection and duplication of records and other related documents shall be paid by the permittee according to County Code Section 2.170.010.

6. If any material provision of this grant is held or declared to be invalid by a court of competent jurisdiction, the permit shall be void and the privileges granted hereunder shall lapse.
7. Prior to the use of this grant, the permittee, or the owner of the subject property if other than the permittee, shall **record the terms and conditions** of the grant in the office of the County Registrar-Recorder/County Clerk ("Recorder"). In addition, upon any transfer or lease of the property during the term of this grant, the permittee, or the owner of the subject property if other than the permittee, shall promptly provide a copy of the grant and its conditions to the transferee or lessee of the subject property.
8. If the permittee intends to propose any modifications to the use, the permittee shall file a new Conditional Use Permit application with Regional Planning, or shall otherwise comply with the applicable requirements at that time. In the event that the permittee seeks to discontinue or otherwise change the use, notice is hereby given that the use of such property may require additional or different permits and would be subject to the then-applicable regulations.
9. This grant shall expire unless used within ninety (90) days from the date of final approval of the grant. A single thirty (30) day time extension may be requested in writing and with the payment of the applicable fee prior to such expiration date. For the purposes of this provision, continued use of the single-family residence and/or the second unit and satisfaction of Condition No. 2 shall be considered use of this grant.
10. The subject property shall be maintained and operated in full compliance with the conditions of this grant and any law, statute, ordinance, or other regulation applicable to any development or activity on the subject property. Failure of the permittee to cease any development or activity not in full compliance shall be a violation of these conditions. Inspections shall be made to ensure compliance with the conditions of this grant as well as to ensure that any development undertaken on the subject property is in accordance with the approved site plan on file. The permittee shall deposit with the County the sum of **\$200.00**. The deposit shall be placed in a performance fund, which shall be used exclusively to compensate Regional Planning for all expenses incurred while inspecting the premises to determine the permittee's compliance with the conditions of approval. The fund provides for **one (1)** inspection. The inspection shall be unannounced.

If additional inspections are required to ensure compliance with the conditions of this grant, or if any inspection discloses that the subject property is being used in violation of any one of the conditions of this grant, the permittee shall be financially responsible and shall reimburse Regional Planning for all additional enforcement efforts necessary to bring the subject property into compliance. The amount charged for additional inspections shall be \$200.00 per inspection, or the current recovery cost at the time any additional inspections are required, whichever is greater.

11. Notice is hereby given that any person violating a provision of this grant is guilty of a misdemeanor. Notice is further given that the Regional Planning Commission ("Commission") or a Hearing Officer may, after conducting a public hearing, revoke or

modify this grant, if the Commission or Hearing Officer finds that these conditions have been violated or that this grant has been exercised so as to be detrimental to the public's health or safety or so as to be a nuisance, or as otherwise authorized pursuant to Chapter 22.56, Part 13 of the County Code.

12. All development pursuant to this grant must be kept in full compliance with the County Fire Code to the satisfaction of said department.
13. All development pursuant to this grant shall conform with the requirements of the County Department of Public Works to the satisfaction of said department.
14. All development pursuant to this grant shall comply with the requirements of Title 22 of the County Code and of the specific zoning of the subject property, unless specifically modified by this grant, as set forth in these conditions, including the approved Exhibit "A," or a revised Exhibit "A" approved by the Director of Regional Planning ("Director").
15. The permittee shall maintain the subject property in a neat and orderly fashion. The permittee shall maintain free of litter all areas of the premises over which the permittee has control.
16. All structures, walls and fences open to public view shall remain free of graffiti or other extraneous markings, drawings, or signage that was not approved by Regional Planning. These shall include any of the above that do not directly relate to the business being operated on the premises or that do not provide pertinent information about said premises. The only exceptions shall be seasonal decorations or signage provided under the auspices of a civic or non-profit organization.

In the event of graffiti or other extraneous markings occurring, the permittee shall remove or cover said markings, drawings, or signage within 24 hours of notification of such occurrence, weather permitting. Paint utilized in covering such markings shall be of a color that matches, as closely as possible, the color of the adjacent surfaces.

17. The subject property shall be developed and maintained in substantial compliance with the plans marked Exhibit "A." If changes to the site plan are required as a result of instruction given at the public hearing, **three (3) copies of a modified Exhibit "A"** shall be submitted to Regional Planning by **February 16, 2015**.
18. In the event that subsequent revisions to the approved Exhibit "A" are submitted, the permittee shall submit **three (3) copies of the proposed plans** to the Director for review and approval. All revised plans must be accompanied by the written authorization of the property owner(s) and applicable fee for such revision.

PROJECT SITE SPECIFIC CONDITIONS

19. The applicant shall abide to conditions as stated in the Department of Public Works' letter dated December 15, 2014.
20. This grant shall authorize the encroachment upon the minimum required side and rear yard setbacks of a single-family residence with a detached second unit in the Altadena Community Standards District, the legalization of unpermitted additions to the main residence, and the legalization of the existing second unit with a kitchen.

21. The project is authorized to provide a side yard setback of 4'-8" for the western face of the main residence.
22. The project is authorized to provide a side yard setback of 2'-10" for western face of the second unit.
23. The project is authorized to provide a side yard setback of 2'-9" for the southern side of the second unit's attached rear patio.
24. The project's northern face of the second unit, northern side of the second unit's attached rear patio, and the northern face of the rear garden shed are authorized to provide rear yard setbacks of 3'-2", 3'-7", and 2'-0" respectively.
25. The second unit may not be separately sold from the single-family residence on the same lot or parcel of land, but it may be a rental unit.
26. The applicant shall record in the office of the county recorder, an agreement that either the single-family residence or the second unit shall be owner-occupied, as a covenant running with the land.

Attachment:

Department of Public Works Letter, December 15, 2014



GAIL FARBER, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

December 15, 2014

IN REPLY PLEASE
REFER TO FILE

LD-2

TO: Maria Masis
Zoning Permits East Section
Department of Regional Planning

Attention Steve Mar

FROM: Art Vander Vis
Land Development Division
Department of Public Works

CONDITIONAL USE PERMIT (CUP) NO. 201400083
PROJECT NO. R2014-00543
1673 NEW YORK DRIVE AND 1917 SINALOA AVENUE
ASSESSOR'S MAP BOOK NO. 5847, PAGE 28, PARCEL NO. 26
ALTADENA

☒ Public Works recommends approval of this site plan.

☐ Public Works does **NOT** recommend approval of this site plan.

We reviewed the site plan for the project located at 1673 New York Drive and 1917 Sinaloa Avenue in Altadena. A CUP is required for any modification of setbacks within the Altadena Community Standard District. The project is for legalization of unpermitted structures and modification of setbacks. The porch and patio were enclosed without permits and converted into a master bedroom.

Upon approval of the site plan, we recommend the following conditions. Comply with these conditions or as otherwise modified by Public Works:

1. Building and Safety

- 1.1 Submit plans to Public Works' Building and Safety Division, San Gabriel District office, for review and permit issuance.

For questions regarding the building and safety condition, please contact Clint Lee, of Building and Safety Division at (626) 458-3154 or cllee@dpw.lacounty.gov.

2. Road

- 2.1 Permission is granted to waive the 5 feet of right-of-way dedication on Sinaloa Avenue since the existing development pattern would prevent any future widening on Sinaloa Avenue.
- 2.2 Dedicate an adequate right-of-way corner cut-off, based on a 25-foot curb return radius, at the northwest corner of New York Drive and Sinaloa Avenue to the satisfaction of Public Works.
- 2.3 Execute a covenant for the brick pavement and stairs encroaching into public right of way on Sinaloa Avenue to the satisfaction of Public Works.
- 2.4 Repair any improvements damaged during construction to the satisfaction of Public Works.
- 2.5 Execute an Agreement to Improve prior to issuance of a building permit.

For questions regarding the road conditions or if you require additional information, please contact Ruben Cruz of Public Works' Land Development Division at (626) 458-4910 or rcruz@dpw.lacounty.gov.

RC:tb

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